



Government of West Bengal
Institute of Postgraduate Medical Education & Research
244B, Acharya J. C. Bose Road, Kolkata-700 020
Office of the Dean of Student Affairs



Notice
Commencement of academic session for students admitted to
MBBS course in IPGME&R through NEET-UG 2025

The following points are to be noted

1. Academic session will commence from **22.09.2025** in online mode. Physical classes will start only after the second round admissions are completed and the puja vacations are over.
2. On **22.09.2025** welcome address will be provided by Director, Dean of Student Affairs, and other college functionaries and students will be apprised about various rules and regulations. The session will be short.
3. Links for online sessions are 11:00 AM to 12:00 Noon: <https://meet.google.com/kdf-gfic-myg>, and 12:10 to 1:10 PM: <https://meet.google.com/ssi-ggku-jrw>. Students are requested to join in time and through 1 link only. If you are unable to join in the first slot, do not panic but join in the second slot.
4. Students will report physically on **09.10.2025** after the Puja vacation. By this time the bulk of the admission process is likely to be over.
5. On **09.10.2025** students will assemble in Lecture Theater 7 on the top floor of UCM Building at 10:30 AM. Guardians are not allowed inside the Lecture Theater.
6. They must be in decent formal attire. There is no college uniform as such.
7. The inaugural session will last till approximately 1:00 PM. Day scholars can disperse thereafter.
8. **Antiragging declaration** will be collected from all students on the first day. Note that such declaration has separate forms for student and legal guardian. All students and guardians must go through the antiragging regulations of the National Medical Commission - **National Medical Commission (Prevention and Prohibition of Ragging in Medical Colleges and Institutions) Regulations, 2021**. This is available from: <https://www.nmc.org.in/MCIRest/open/getDocument?path=/Documents/Public/Portal/LatestNews/20210707172534.pdf>
9. From 2 PM onwards those students who are applying for hostels will report to designated locations for allocation of hostel seats. Every attempt will be made to allocate the rooms on 09.10.2025 only and provide access. If this is not possible then access will be a few days later on notified date.
10. Subject classes will begin in earnest from 13.10.2025.

Avijit Hazra

Date: 19.09.2025

Prof. Avijit Hazra
Dean of Student Affairs



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**Notice for prospective hostel residents
among first year MBBS students**

- The college can provide a limited number of hostel seats (approximately 85-90 gents and 35-40 year ladies) for first year MBBS students.
- Hostel fees are Rs. 12/- (Rupees twelve) only per month for lodging. For food, the students have to make their own arrangements with hostel canteens or elsewhere and college does not collect any charge for this.
- Basic furniture, including cot, will be provided. Mattresses, towels, bedsheets, pillows, buckets, toiletries, etc. will have to be procured by the students themselves.
- First year students will be accommodated in an area separate from hostels of senior MBBS students. This may be dormitory style accommodation.
- Those desiring to reside in hostel have to submit the Hostel Application form along with scanned copies of their domicile certificates and AADHAR cards. Applications of gent students who reside within a 50 km radius and lady students who reside within a 40 km radius of the college (by shortest route) will not be considered at this stage. Hence these students need not apply for hostel now. If any student has any special medical need for residing in hostel, this may be mentioned and will be considered. Applications will be screened and decision of Hostel Committee regarding eligibility will be final.
- Students who have already filled in Hostel Application form on the day of admission should not submit the form again. Other students (both boys and girls) will have to submit scanned copies of the filled up form (on both sides) along with the two supporting documents (AADHAAR and Domicile submitted at time of admission) to the following address: hostelsuperboys@gmail.com. Applications without supporting documents will NOT be considered.
- The actual seat which is allocated will be determined through lottery process to be conducted by Hostel Committee members on the first day of physical appearance.
- Allocation will be strictly on distance basis and medical considerations if applicable. No recommendation / solicitation for allocation of hostel seats is acceptable.
- All those allocated hostel sets must abide by hostel rules and regulations that are mentioned on the reverse side of Hostel Application Form. Hostel superintendents are available to address legitimate concerns of boarders. However, unruly behavior will not be tolerated and may lead to cancellation of hostel seat and expulsion from hostel with intimation to College Council for further disciplinary action.

Avijit Hazra

Date: 19.09.2025

Prof. Avijit Hazra
Dean of Student Affairs



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Application for Hostel Accommodation for UG students

Although this application is received by Director / Dean of Student Affairs of IPGME&R, Kolkata, the final decision regarding allotment of hostel rooms rests with the relevant Hostel Committee. The Hostel Committee reserves the right to change allotment or even to cancel allotment depending upon circumstances.

Students and guardians must agree individually to the TERMS and CONDITIONS listed overleaf to be eligible for allotment of Hostel Seat.

Paste recent color
passport size
photograph

The
Director / Dean of Student Affairs
IPGME&R Kolkata

Date:

Dear Sir,

With due regards, this is to inform you that I _____ have joined the MBBS course, under the West Bengal University of Health Sciences (WBUHS), in your institute on _____ (date). My academic session will be _____. The necessary admission and joining formalities have been completed. I require hostel accommodation in order to properly continue my studies. I therefore request for the same.

Yours sincerely

Student's signature (to be same as specimen signature)

Details

Name (in BLOCK LETTERS) _____

Gender ☐ M ☐ F **Date of birth** _____

Admission category (Tick all applicable) ☐ All-India quota ☐ State quota ☐ Rd 1 ☐ Rd 2 ☐ Rd 3 ☐ Mop-up

Student category (Tick all applicable) ☐ Unreserved ☐ SC ☐ ST ☐ OBC ☐ EWS ☐ PWD ☐ EWS

Present address: _____

Pin Code: _____

Permanent address: _____

Pin Code: _____

Local guardian address (if any): _____

Pin Code: _____

Student E-mail: _____ **Mobile 1** _____ **Mobile 2** _____

Contact for emergency communication (Name / Relation / Mobile)

Photocopies to be attached: 1. Photo ID proof: ☐ Voter Card ☐ AADHAR card 2. Domicile Certificate

This box for office use only

Decision

☐ APPROVED

☐ KEPT PENDING AT PRESENT

☐ NOT APPROVED

Comments

Superintendent
UG Boys Hostel / UG Girls Hostel



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Terms and Conditions for Hostel Accommodation

IPGME&R accommodates a large section of its MBBS students in hostels. We want that the hostel stay should be smooth and enjoyable for all boarders – existing and new. Therefore, **no student will stay in the hostel without official allotment** and certain **DO's and DON'T's must be followed**. These are listed below and the applicant and his / her guardian must individually agree to all these terms and conditions. If you indicate that one or more items are not to your liking, your application will be **REJECTED**.

SN	Item	I agree	I do not agree
		(Indicate your choice by tick mark)	
1	It is expected that all boarders follow accepted norms of decent behavior. I will do the same. Antiragging regulations in force on the campus are applicable to all hostel premises and I will abide by the same.	☐	☐
2	Hostel security staff has the mandate to regulate entry / exit at all hours and to check identity. I will cooperate with security staff on duty and produce official identity card, when required, during entry or exit.	☐	☐
3	Hostel seat will be allocated to me on the understanding that I require the same to continue my studies / duties. If I am absent from the hostel for a prolonged period, without valid reason, my allotment can be cancelled by the Hostel Superintendent / Committee.	☐	☐
4	The hostel seat allocated to me is non-transferable i.e. I cannot let another student / intern / housestaff / postgraduate trainee / doctor / any other person to use my seat, even temporarily. If I allow another person to use my seat, my allotment can be cancelled by the Hostel Superintendent / Committee.	☐	☐
5	Hostel seats and rooms are for use by bonafide students only. No family members (including parent, sibling, spouse), relatives, friends or acquaintances can share seats and rooms for whatever reason, including medical treatment. Any complaint received in this regard will be dealt with strictly.	☐	☐
6	Boys are not allowed to enter Girls Hostel and vice versa.	☐	☐
7	Allotment of room, furniture, mattresses, equipment shall be at the discretion of Hostel Committee. I will handle these carefully to avoid damage. I will not waste water and electricity. I will not install electrical and other appliances in my room.	☐	☐
8	I will not smoke / consume alcohol / indulge in substance abuse in any form in the hostels.	☐	☐
9	I will not indulge in any activity (e.g. playing music loudly) that may disturb my neighbors or the peaceful atmosphere in the hostels. Similarly, I will not hold functions / celebrations in the hostel (e.g. birthday parties) on a scale that may disturb others.	☐	☐
10	I will be responsible for the safekeeping of any cash or valuables that I choose to keep in my hostel room.	☐	☐
11	I will treat my roommate / fellow boarders with courtesy and, if they are in difficulty, assist them to the best of my ability.	☐	☐
12	I will clear hostel dues periodically (in every semester).	☐	☐
13	If I partake of meals / food from the hostel canteen, I will clear dues in this regard periodically.	☐	☐
14	The college authority may reallocate hostel rooms and seats if required. I will cooperate with such exercise.	☐	☐
15	I will not misbehave with security, caretaking and conservancy staff on duty.	☐	☐
16	If I face any problems related to hostel stay, including interpersonal issues, I will bring them to the attention of the Hostel Superintendent. I will not resort to any unlawful, violent or indecent behavior to settle issues.	☐	☐
17	If I fall sick or suffer an accident I will promptly bring this to the attention of the authority.	☐	☐
18	Hostel seat allotment will automatically come to an end upon completion of my tenure as student / intern. I will vacate my seat forthwith and obtain Hostel Clearance from Hostel Superintendent within 7 days of completion.	☐	☐
19	In the unfortunate circumstances of complaints against me I will appear before the Hostel Committee / Inquiry Committee at appointed time and place to present my viewpoint.	☐	☐
20	As parent / guardian I will ensure that my ward follows all applicable rules and regulations and cooperate with the institute authority at all time.	☐	☐

Please remember that these DO's and DON'T's are intended to make hostel stay a pleasant exercise for all boarders. What is being asked from you also applies to all other boarders. No item can be left blank. Feel free to discuss these points with your parent / guardian before you submit the application. If, for any reason, any item is not acceptable to you then we recommend that you do not seek hostel accommodation.

Student's signature with Date
(to be same as specimen signature)

Parent / Guardian's signature with Date



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Undertaking regarding ragging by UG student

1. I _____ (Full Name in BLOCK LETTERS) Son/ Daughter of Mr./Mrs./Ms. _____ (Full Name in BLOCK LETTERS) admitted to the course of _____ at _____ (Name of College / Institution) affiliated to _____ (Name of University) hereby declare that I have received a copy of the National Medical Commission (Prevention and Prohibition of Ragging in Medical Colleges and Institutions) Regulations, 2021 (hereinafter referred to as the said regulations).
2. I have carefully read and fully understood the provisions in the said regulations.
3. I have particularly perused the provisions of regulations 3 and 4 of the said regulations and have fully understood what constitutes ragging.
4. I have also, in particular, perused the provisions of Chapter IV and read and understood the administrative and penal actions that may be taken against me in case I am found guilty of ragging or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
5. I hereby undertake that:
 - (i) I will not indulge in any behavior or act that may come under the definition of ragging as may be constituted under regulation 3 of the said regulations;
 - (ii) I will not participate in or abet or propagate ragging in any form included but not limited to those that may be constituted under regulation 3 of the said regulations;
 - (iii) I will not hurt anyone physically or psychologically or cause any other harm.
6. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the said regulations or as per the applicable laws for the time being in force.
7. I also declare that I have never been found to be guilty of ragging or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging and have never been punished in any manner for these offences and further affirm that if this declaration is incorrect or false, my admission is liable to be cancelled / withdrawn.

Signed on this the _____ day of _____ month of year _____.

Signature of the Student with date

Name: _____ **Mobile No.** _____

Address:

Signature of Witness 1 with date:

(Name of Witness 1): _____ **Relation to Student if any** _____

Address:

Signature of Witness 2 with date:

(Name of Witness 2): _____ **Relation to Student if any** _____

Address:



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Undertaking regarding ragging by Parent / Guardian of UG student

1. I _____ (Full Name in BLOCK LETTERS) Father / Mother / Guardian of Mr./Mrs./Ms. _____ (Full Name of Student in BLOCK LETTERS) admitted to the course of _____ at _____ (Name of College / Institution) affiliated to _____ (Name of University) hereby declare that I have received a copy of the National Medical Commission (Prevention and Prohibition of Ragging in Medical Colleges and Institutions) Regulations, 2021 (hereinafter referred to as the said regulations).
2. I have carefully read and fully understood the provisions in the said regulations.
3. I have particularly perused the provisions of regulations 3 and 4 of the said regulations and have fully understood what constitutes ragging.
4. I have also, in particular, perused the provisions of Chapter IV and read and understood the administrative and penal actions that may be taken against me in case I am found guilty of ragging or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
5. I hereby undertake that my Son / Daughter / Ward:
- (i) will not indulge in any behavior or act that may come under the definition of ragging as may be constituted under regulation 3 of the said regulations;
 - (ii) will not participate in or abet or propagate ragging in any form included but not limited to those that may be constituted under regulation 3 of the said regulations;
 - (iii) will not hurt anyone physically or psychologically or cause any other harm.
6. I hereby agree that if my Son / Daughter / Ward is found guilty of any aspect of ragging, he / she may be punished as per the provisions of the said regulations or as per the applicable law for the time being in force.
7. I also declare that he / she has never been found to be guilty of ragging or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging and have never been punished in any manner for these offences and further affirm that if this declaration is incorrect or false, his / her admission is liable to be cancelled / withdrawn.

Signed on this the _____ day of _____ month of year _____.

Signature of the Parent / Guardian of Student with date

Name: _____ **Mobile No.** _____

Address:

Signature of Witness 1 with date:

(Name of Witness 1): _____ **Relation to Student if any** _____

Address:

Signature of Witness 2 with date:

(Name of Witness 2): _____ **Relation to Student if any** _____

Address: